

COUNTY OF OCONEE

Procurement Office

415 South Pine Street, Walhalla, SC 29691

Phone 864-638-4141 Fax 864-638-4142

Robyn M. Courtright, CPPO, Procurement Director

Tronda C. Spearman, CPPB, Asst. Procurement Director

INVITATION FOR COMPETITIVE SEALED BIDS

BID NUMBER: #15-22 DATE: April 25, 2016
OPENING DATE AND TIME: **May 26, 2016 by 2:00pm EST**
OPENING LOCATION: Oconee County Administrative Building,
Procurement Office, Room 100
415 S. Pine Street, Walhalla, SC 29691
MAILING ADDRESS: Oconee County Procurement Office
415 S Pine Street, Room 100
Walhalla, SC 29691
PROCUREMENT FOR: **Officer Uniforms for Sheriff, Animal Control and Detention**

Subject to the conditions, provisions and the enclosed specifications, sealed bids will be received at this office until the stated date and time and then publicly opened. Any bid received after the scheduled deadline, will be immediately disqualified. The County assumes no responsibility for delivery of bids which are mailed.

BID NUMBER MUST BE SHOWN ON THE OUTSIDE OF ENVELOPE.

DIRECT ALL INQUIRES TO: Robyn M. Courtright, Procurement Director
Phone: (864) 638-4141
Fax: (864) 638-4142
Email: rcourtright@oconeesc.com

NOTICE TO BIDDERS: Each bidder shall fully acquaint himself with conditions relating to the scope and restrictions attending the execution of the work under the conditions of this bid. The failure or omission of a bidder to acquaint himself with existing conditions shall in no way relieve him of any obligation with respect to this bid or to the contract.

Questions should be submitted via email to the contact person for this bid. Deadline for questions is May 11, 2016, by 2:00pm. If you do not have access to email, questions may be faxed using the form on page 30.

If downloading this solicitation from our website; it is the responsibility of the bidder to call our office at (864) 638-4141 to be registered as a potential bidder to receive any subsequent addenda.

Oconee County complies with all South Carolina and Federal laws that prohibit discrimination on the basis of race, sex, age, religion, color, national origin and disability.

"NO BID" RESPONSE FORM

To submit a "No Bid" response for this project, this form must be completed for your company to remain on our bidders list for commodities/services referenced. If you do not respond your name may be removed from this bidders list. **In order to ensure that the County file has current information, or if you wish to be added to Oconee County's Vendor Registration, you must also return the Certificate of Familiarity form completed in its entirety.**

Note: Please show the solicitation number on the outside of the envelope.

Please check statement(s) applicable to your "No Bid" response --

- Specifications are ambiguous (explain below).
- We are unable to meet specifications.
- Insufficient time to respond to the solicitation.
- Our schedule would not permit us to perform.
- We are unable to meet bond requirements.
- We are unable to meet insurance requirements.
- We do not offer this product or service.
- Remove us from your vendor list for this commodity/service.
- Other (specify below).

Comments: _____

Company Name (as registered with the IRS)

Authorized Signature

Correspondence Address

Printed Name

City, State, Zip

Title

Date

_____/_____
Phone # Fax #

INSTRUCTIONS AND CONDITIONS

1. GENERAL:
 - a. Only one copy of your bid is required, unless otherwise stated.
 - b. Bids, amendments thereto or withdrawal request must be received by the time advertised for bid openings to be accepted. It is the vendor's sole responsibility to insure that these documents are received by the Procurement Office at the time indicated in the bid document.
 - c. When specifications or descriptive papers are submitted with the bid invitation, be sure all documents are clearly labeled with the Bidder's name.
 - d. Submit your **signed** bid on the forms provided in this bid package. Failure to do so may be cause for rejection. Show bid number on envelope as instructed. Oconee County assumes no responsibility for unmarked or improperly marked envelopes.
 - e. All Competitive Sealed Bids must be enclosed in a **SEALED** envelope before submitting to Procurement Office.
 - f. Bidders must clearly mark as "Confidential" each part of their bid which they consider to be proprietary information that could be exempt from disclosure under the South Carolina Freedom of Information Act (SCFOIA) as set forth in Chapter 4, Title 30, of the South Carolina Code of Laws, 1976, as amended. The County reserves the right to determine whether this information should be exempt from disclosure and no legal action may be brought against the County or its agents for its determination in this regard.
 - g. By submission of a bid, the bidder is guaranteeing that all goods and services meet the requirements of the solicitation during the contract period. Unless otherwise stated it is understood and agreed that all items shall be new and in first class condition.
 - h. All prices and notations shall be printed in ink or typewritten. Errors should be crossed out, corrections entered and initialed by the person signing the bid. No bid shall be altered or amended after specified time for opening.
2. **COST OF BIDS:** Under no circumstances will the County be liable for any costs associated with any response to solicitations. The bidder shall bear all costs associated with the preparation of all bid materials submitted.
3. **BIDDERS RESPONSIBILITY:** Each bidder shall fully acquaint himself with conditions relating to the scope and restrictions attending the execution of the work under the conditions of this bid. It is expected that this will sometimes require on-site observation. The failure or omission of a bidder to acquaint himself with existing conditions shall in no way relieve him of any obligation with respect to this bid or to the contract.
4. **DELIVERY:** Oconee County requires that delivery be made to specified destination within the shortest time frame possible. Delivery shall arrive between the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday, provided that such day is not a legal holiday. The purchase order number must be indicated on all delivery tickets. Other specific delivery instructions may be noted in the bid specifications.
5. **SHIPPING:** All deliveries shall be shipped F.O.B. point of Destination-freight prepaid, the seller pays and bears all freight charges; collect shipments will not be accepted. It is agreed by the parties hereto that delivery by the contractor to the common carrier does not constitute delivery to the County. Any claim for loss or damage shall be between the contractor and the carrier.
6. **PAYMENT TERMS:** Following are the payment terms, unless otherwise stated in the Minimum Specifications:

- A. Construction Contracts - Payment application for construction contracts are to be submitted on an AIA Application for Payment form. Application for payment shall reflect work completed through the last calendar day of the month. Retainage for construction contracts will be as follows: 10% of completed, 10% of materials stored on site. Partial payments will be made as follows: Provided an application for payment is received by the Architect, or project manager, no later than the 5th day of the month, the County shall make payment to the Contractor not later than the 25th day of the same month. If an application for payment is received by the Architect after the 5th day of the month, payment shall be made by the County no later than 20 days after the architect, or project manager, receives the application for payment. If an application for payment is returned to the Contractor by the Architect due to errors or omissions, payment shall be made by the County no later than 20 days after the architect, or project manager, receives the corrected application for payment.
 - B. Equipment, Goods, and Services – Payment shall be made within 30 days after receipt of equipment, goods and services that are complete and meet all specifications of bid solicitation. The County will not make “pre-payments” for any goods or services and partial payments shall be at the discretion of the Procurement Director.
 - C. Electronic Payments - Oconee County may choose to utilize checks, Procurement Cards (credit card issued by Visa), E-payables or other types of electronic payment methods approved by the Oconee County Administrative Services department. The successful bidder agrees to accept electronic payment by Oconee County at no extra charge, should the County decide to use this method of payment.
7. **COMPETITION:** This solicitation is intended to promote competition. If any language, specifications, terms and conditions, or any combination thereof restricts or limits the requirements in this solicitation to a single source, it shall be the responsibility of the interested vendor to notify the Procurement Office in writing within seven (7) calendar days after receipt of bid. The solicitation may or may not be changed, but a review of such notification will be made prior to the award.
8. **DEVIATIONS FROM SPECIFICATIONS:** Any deviation from specifications indicated herein should be clearly pointed out; otherwise, it will be considered that items offered are in strict compliance with these specifications. Deviations should be explained in detail on separate attached sheet(s). The listing of deviations, if any, is required but will not be construed as waiving any requirements of the specifications. Deviations found in the evaluation of the bid and not listed may be cause for rejection. Bidders offering substitute or equal items should provide information sufficient enough to determine acceptability of item offered.
9. **"OR APPROVED EQUAL":** Certain processes, types of equipment or kinds of material are described in the specifications and/or on the drawings by means of trade/brand names and catalog numbers. In each instance where this occurs, it is understood and inferred that such description is followed by the words "or approved equal". Such method of description is intended merely as a means of establishing a standard of comparability. However, the County reserves the right to select the items which, in the judgment of the County, are best suited to the needs of the County based on price, quality, service, availability and other relative factors. Bidders should indicate brand name, model, model number, size, type, weight, color, etc., of the item bid, if not exactly the same as the item specified. Vendor's stock number or catalog number is not sufficient to meet this requirement. If any bidder desires to furnish an item different from the specifications, vendor shall submit along with the bid, the information, data, pictures, designs, cuts, etc., of the item they plan to furnish so as to enable the County to compare the item specified; and, such item shall be given due consideration. The County reserves the right to insist upon, and receive items as specified if the submitted items do not meet the County's standards for acceptance.
10. **UNIT PRICES:** When applicable, unit prices will govern over extended prices unless otherwise stated in this bid invitation. All bid prices shall remain effective for a minimum of 60 days, unless otherwise stated.

11. **INTERPRETATIONS OR ADDENDA:** No oral changes shall be made to any bidder regarding the Bid Documents or any part thereof. Every request for an interpretation shall be made in writing via email or fax to the Buyer as indicated in the bid document. All inquiries must be received by the last day for questions stated in the solicitation document. Any changes to the specifications shall be in the form of a written Addendum to the Bid Documents. The Addendum will be posted on the Procurement web site at www.oconeesc.com/procurement. The Addendum will also be emailed to all Bidders who have contacted the Procurement Office and asked to be placed on the Bidder's List. It shall be the bidder's responsibility to make inquiries as to the Addenda issued. All such Addenda shall become part of the Bid Documents and all bidders shall be bound by such Addenda, whether or not received by the bidders.
12. **BID OPENING:** The Procurement Director or his/her designee shall decide when the time set for bid opening has arrived, and shall so declare to those present. He/she shall then personally and publicly open all bids received prior to that time and read them aloud to those persons present and have the bids recorded. At the opening the following information is read aloud:
- A. **Sealed Bids:** Bidders name, brand name, model number, unit price, and lot price or lump sum, as may be applicable.
 - B. **Best Value Bids:** Only the names of the bidders who responded to the bid will be provided.
 - C. **Request for Proposals:** Only the names of the bidders who responded to the bid will be provided.
- Questions and other information regarding the contents of specific bids shall not be released until after the evaluation is complete and the award has been made. Only then shall the entire file be available for public review.
- Disclosure of Bid Information: Only the information disclosed by the County Procurement Director or his/her designee at bid opening is considered to be public information under the South Carolina Freedom of Information Act, Chapter 4, Title 30 of the South Carolina Code of Laws, 1976, as amended, until after the award is made.
13. **TIE BIDS:** If two or more bidders are tied in price, while otherwise meeting all of the required terms and conditions of the bid, awards may be determined as follows:
- A. If there is an in-county business (active business or warehousing facility located within Oconee County) tied with an out-of-county business, the award will go to the in-county business.
 - B. If there is an in-state business (active business or warehousing facility located within South Carolina) tied with an out-of-state business, the award will go to the in-state business.
 - C. Tie bids involving in-County and in-State firms may be resolved by the flip of a coin in the office of the Procurement Director witnessed by all interested parties.
14. **BIDDERS QUALIFICATION:** Bidders must, upon request of the County, furnish satisfactory evidence of their ability to furnish products or services in accordance with the terms and conditions of these specifications. The County reserves the right to make the final determination as to the bidder's ability to provide the products or services requested herein.
15. **CORRECTION OR WITHDRAWAL OF BID; CANCELLATION OF AWARD:** Correction or withdrawal of inadvertently erroneous bids before or after bid opening, or cancellation of awards or contracts based on such mistakes, may be permitted subject to the following: appropriate mistakes discovered by the bidder before bid opening may be modified or withdrawn by submitting written notice to the Procurement Department prior to the time set for bid opening. After bid opening, no changes in bid prices or other provisions of bids prejudicial to the interest of the County shall be permitted. Except as otherwise provided by regulation, all decisions to permit the correction or withdrawal of bids, or to cancel awards, or contracts, after award but prior to performance shall be supported by a written determination made by the Procurement Director.
16. **REJECTION OR ACCEPTANCE OF BIDS; WAIVER OF TECHNICALITIES AND**

IRREGULARITIES: The County shall reserve the unqualified right to reject any and all bids or accept such bids, as appears in the County's own best interest. The County shall reserve the unqualified right to waive technicalities or irregularities of any kind in solicitations made under this Article. In all cases, the County shall be the sole judge as to whether a bidder's bid has or has not satisfactorily met the requirements to solicitations made under this Article.

17. **AWARD:** A Notice of Award will be publicly posted in the County Administrative Building lobby, and will also be posted on the Oconee County web site at www.oconeesc.com/procurement. The contract shall be awarded to the lowest responsible and responsive bidder(s) whose bid meets the requirements and criteria set forth in the Invitation for Bid. Oconee County reserves the right to waive any technicalities and informalities, and accept or reject any bid as deemed in the best interest of the County. The County will be sole judge as to whether bids submitted meet all requirements contained in this solicitation. When so stated in the bid solicitation, the award can be made to one or a multiple vendors, whichever is in the best interest of the County, and quantities may vary, depending upon availability of funds, unless otherwise stated. Best value bids will be evaluated and awarded based on the criteria set forth in the bid document. Based on the total award amount the final decision for award may rest with the Oconee County Council.
18. **PROTEST PROCEDURE:**
 - A. **Right to Protest.** Any actual or prospective bidder, offeror, or contractor who is aggrieved in connection with the solicitation or award of a contract may protest to the Procurement Director, except as otherwise stated in this Article. The protest shall be submitted in writing within seven (7) calendar days after such aggrieved prospective bidder, offeror, or contractor knows or should have known of the facts giving rise thereto.
 - B. **Authority to Resolve Protests.** The Procurement Director shall have authority, prior to the commencement of an action in court concerning the controversy, to settle and resolve a protest by an aggrieved bidder, offeror, or a contractor, actual or prospective, concerning the solicitation or award of a contract.
 - C. **Decision on Protests.** If the protest is not resolved by mutual agreement, the Procurement Director shall issue a decision in writing within ten (10) calendar days. The decision shall: (a) state the reasons for the action taken; and (b) inform the protestant of the protestant's rights to appeal the decision of the Procurement Director as provided in this Section.
 - D. **Notice of Decision on Protests.** A copy of the decision under Subsection 2-443(d) of this Section shall be mailed or otherwise furnished to the protestant.
 - E. **Finality of Decision on Protests.** A decision under Subsection 2-443(c) of this Section shall be final and conclusive, unless a business adversely affected by the decision appeals administratively to the County Council in accordance with this Section.
19. **CONTRACT ADMINISTRATION:** Questions or problems arising after award of this contract shall be directed to the Procurement Director by calling 864-638-4141. Copies of all correspondence concerning this contract shall be sent to the Procurement Director, 415 S. Pine Street, Walhalla, SC 29691. All change orders must be authorized in writing by the Procurement Director. Oconee County shall not be bound to any change in the original purchase order or contract without prior written approval of the Procurement Director.
20. **CONTRACT:** This bid and submitted documents, when properly accepted by Oconee County along with a written purchase order, shall constitute a contract equally binding between the successful offeror and Oconee County. No different or additional terms will become a part of this contract, except through a Change Order, when applicable.
21. **ASSIGNMENT:** Once a contract has been executed, the Contractor shall not assign, sublet, or transfer the contract without the written consent of the Procurement Director.
22. **CHANGE ORDERS:** No oral statement of any person shall modify or otherwise change, or affect the

terms, conditions or specifications stated in the resulting contract. All change orders to the contract will be made in writing by the Procurement Director.

23. **ARBITRATION:** Under no circumstances and with no exception will Oconee County act as arbitrator between the Contractor and any subcontractor.
24. **DEFAULT:** In case of default by the Contractor, the County reserves the right to purchase any or all items in default in the open market, charging the contractor with any excessive costs. Should such charge be assessed, no subsequent bids will be considered or purchase orders issued to the defaulting contractor until the assessed charge has been satisfied.
25. **INDEMNIFICATION:** The Contractor agrees to indemnify and hold harmless the County of Oconee and all County officers, agents and employees from claims, suits, actions, damages and costs of every name and description, arising out of or resulting from the use of any materials furnished by the Contractor, provided that such liability is not attributable to negligence on the part of the County or failure of the County to use the materials in the manner outlined by the Contractor in descriptive literature or specifications submitted with the Contractor's bid.
26. **PUBLICITY RELEASES:** Contractor agrees not to refer to award of this contract in commercial advertising in such a manner as to state or imply that the products or services provided are endorsed or preferred by the County. The contractor shall not have the right to include the County's name in its published list of customers without prior approval of the County. With regard to news releases, only the name of the County, type and duration of contract may be used and then only with prior approval of the County. The contractor also agrees not to publish, or cite in any form, any comments or quotes from the County Staff, unless it is a direct quote from the County Administrator.
27. **FORCE MAJEURE:** The Contractor shall not be liable for any excess costs if the failure to perform the contract arises out of causes beyond the control and without fault or negligence of the contractor. Such causes may include, but are not restricted to acts of God or of the public enemy, acts of the Government in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and unusually severe weather; but in every case the failure to perform must be beyond the control and without the fault or negligence of the contractor. If the failure to perform is caused by the default of a subcontractor, and if such default arises out of causes beyond the control of both the contractor and subcontractor, and without the fault or negligence of either of them, the contractor shall not be liable for any excess costs for failure to perform, unless the supplies or services to be furnished by the subcontractor were obtainable from other sources in sufficient time to permit the contractor to meet the required delivery schedule.
28. **PROHIBITION OF GRATUITIES:** The following applies to all procurements issued by Oconee County: Amended section 8-13-700 and 705 of the 1976 Code of Laws of South Carolina states: "Whoever gives or offers to any public official or public employee any compensation including a promise of future employment to influence his action, vote, opinion or judgment as a public official or public employee or such public official solicits or accepts such compensation to influence his action, vote, opinion or judgment shall be subject to the punishment as provided by Section 16-9- 210 and Section 16-9-220."
29. **S.C. LAW CLAUSE:** Upon award of a contract under this bid, the person, partnership, association or corporation to whom the award is made must comply with the laws of South Carolina which require such person or entity to be authorized and/or licensed to do business within the State. Notwithstanding the fact that applicable statutes may exempt or exclude the Contractor from requirements that it be authorized and/or licensed to do business in this State, by submission of this signed bid, the Contractor agrees to subject himself to the jurisdiction and process of the courts of the State of South Carolina as to all matters and disputes arising or to arise under the contract and the performance thereof, including any questions as to the liability for taxes, licenses, or fees levied by the State.
30. **6% SC SALES TAX:** Oconee County is subject to South Carolina Sales Tax on all purchases of goods and services, except for the mining operation of the Oconee County Rock Quarry, and the recycling

operation of the Oconee County Solid Waste Department. Therefore, 6% sales tax must be added to all orders, except for the mining operation of the Rock Quarry. Lump sum bids however, shall include sales tax in bid price unless otherwise noted. By submission of a signed bid, you are certifying, under penalties of perjury, that you comply with Title 12, Chapter 36, Article 1 of the SC Code of Laws 1976, as amended, relating to payment of any applicable taxes. This will certify to the County your compliance.

31. **DRUG-FREE WORKPLACE:** By submittal of this bid, you are certifying that you will comply with Title 44, code of Laws of South Carolina, 1976, Section 44-107-30.
32. **ILLEGAL IMMIGRATION REFORM ACT – 2008 - Title 8, Chapter 14, Act. No. 280:** By submittal of this bid, you are certifying that you are in compliance with Title 8, Chapter 14, or that this law is inapplicable to you and your subcontractors. An overview of this law is available at www.procurementlaw.sc.gov/immigration. This is required of all contractors and subcontractors as of January 1, 2010.
33. **LOCAL PREFERENCE:** The lowest local responsible and responsive bidder who is within two percent (2%) of the lowest non-local responsible and responsive bidder, may match the bid submitted by the non-local responsible and responsive bidder and thereby be awarded the contract. The local preference as set forth in this section shall only be applied to responses to solicitations of written quotes and invitations to bid in excess of ten thousand dollars (\$10,000.00). The local preference as set forth in this section shall only be given to local responsible and responsive bidders who have a physical business address located and operating within Oconee County and who have met all other requirements of the solicitations of written quotes or the invitation to bid, including, without limitation, payment of all duly assessed state and local taxes. If state or federal guidelines prohibit or otherwise limit local preference, then the County shall not use local preference in awarding the contract. If there are multiple responsible and responsive bidders who meet the local preference guidelines as set forth in this section, the County shall use standard procurement practice and procedure as set forth in this Article to determine the priority of selection. The local preference as set forth in this section does not waive or otherwise abrogate the County’s unqualified right to reject any and all bids or proposals or accept such bids or proposals, as appears in the County’s own best interest.
34. **INSURANCE:** The successful contractor shall procure, maintain, and provide proof of insurance coverage for injuries to persons and/or property damage as may arise from, or in conjunction with, the work performed on behalf of the County by the contractor, his agents, representatives, employees or subcontractors. Proof of coverage as contained herein shall be submitted fifteen (15) days prior to the commencement of work and such coverage shall be maintained by the contractor for the duration of the contract period; for occurrence policies.
 - A. **Commercial General Liability:** Coverage shall be as broad as: Comprehensive General Liability endorsed to include Broad Form, Commercial General Liability Form including Products/Completed Operations.

Minimum Limits:
\$1,000,000 General Aggregate Limit
\$1,000,000 Products & Completed Operations
\$1,000,000 Personal & Advertising Injury
\$1,000,000 Each Occurrence Limit
\$50,000 Fire Damage Limit
\$5,000 Medical Expense Limit
 - B. **Business Commercial Automobile Liability:** Coverage sufficient to cover all vehicles owned, used, or hired by the contractor, his agents, representatives, employees or subcontractors.

Minimum Limits:
\$1,000,000 Combined Single Limit
\$1,000,000 Each Occurrence Limit

\$5,000 Medical Expense Limit

- C. **Workers' Compensation:** Limits as required by the Workers' Compensation Act of SC, to include state's endorsement for businesses outside of SC. Employer's Liability, \$1,000,000.

Coverage Provisions

1. All deductibles or self-insured retention shall appear on the certificate(s).
2. Oconee County, its' officers/ officials, employees, agents and volunteers shall be added as "additional insured" as their interests may appear. This provision does not apply to Professional Liability or Workers' Compensation/Employers' Liability.
3. The contractor's insurance shall be primary over any applicable insurance or self-insurance maintained by the County.
4. Shall provide 30 days written notice to the County before any cancellation, suspension, or void of coverage in whole or part, where such provision is reasonable.
5. All coverage for subcontractors of the contractor shall be subject to all of the requirements stated herein.
6. All deductibles or self-insured retention shall appear on the certificate(s) and shall be subject to approval by the County. At the option of the County, either; the insurer shall reduce or eliminate such deductible or self-insured retention; or the contractor shall be required to procure a bond guaranteeing payment of losses and related claims expenses.
7. Failure to comply with any reporting provisions of the policy(s) shall not affect coverage provided the County, its officers/officials, agents, employees and volunteers.
8. The insurer shall agree to waive all rights of subrogation against the County, its' officers/officials, agents, employees or volunteers for any act, omission or condition of premises which the parties may be held liable by reason of negligence.
9. The contractor shall furnish the County certificates of insurance including endorsements affecting coverage. The certificates are to be signed by a person authorized by the insurance company(s) to bind coverage on its behalf, if executed by a broker, notarized copy of authorization to bind, or certify coverage must be attached.
10. All insurance shall be placed with insurers who are lawfully authorized to do business in the state of SC, and who maintain an A.M. Best rating of no less than an A:VII. If A.M. Best rating is less than A:VII, approval must be received from the County's Risk Manager.

SPECIAL CONTRACTUAL TERMS AND CONDITIONS

1. **SCOPE:** Oconee County is soliciting competitive bids to establish a term contract for providing and delivering services and/or commodities listed herein.
2. **TERM OF CONTRACT/OPTION TO EXTEND:** The term of this contract shall be for a period of one (1) year from the effective date of the contract. The Procurement Office may extend the contract if it appears to be in the best interest of the County and is agreeable with the contracted vendor. Said contract renewal will be on an annual basis and will not exceed four (4) additional one-year periods.
3. **CONTRACT ADJUSTMENTS:** Should a contract renewal be desired, written request for said renewal shall be submitted in writing by Oconee County forty-five (45) days prior to the end of the current contract period. Should the contractor wish to request an increase in cost, it will be the contractor's responsibility to submit a written request for such contract adjustments within ten (10) days after receipt of the County's contract renewal notice to the Procurement Office for approval.

If approved, any change in the contract cost will be effective in an amount equivalent to the percentage increase for the previous calendar year (Jan – Dec), using the Consumer Price Index (CPI-U, South Region, All Items), as published by the U. S. Department of Labor, Bureau of Labor Statistics.

The County will accept or decline the requests for a contract increase, in written form, within ten (10) days following the date of the request. No increase shall be effective until approved in writing by the Procurement Director.

4. **TERMINATION:** Subject to the provisions below, the contract may be terminated for any reason by the County providing a 30-day advance notice in writing is given to the contractor. Termination requirement does not apply if contract is to terminate at the end of an established contract term.

Termination for Convenience: In the event that this contract is terminated or canceled upon request and for the convenience of the County without the required thirty (30) day advance written notice, then the County may negotiate reasonable termination costs, if applicable.

Termination for Cause: Termination by the County for cause, default or negligence on the part of the contractor shall be excluded from the foregoing provisions, termination costs, if any shall not apply. The thirty (30) days advance written notice requirements is waived and the default provision in this bid shall apply; see General Conditions.

Termination for Non-appropriations: If Oconee County fails to appropriate or authorize the expenditure of sufficient funds to provide the continuation of this contract, or if a lawful order issued in or for any fiscal year during the term of the contract reduces the funds appropriated or authorized in such amount as to preclude making the payments set out therein, the contract shall terminate on the date said funds are no longer available without any termination charges or other liability incurring to the County. Any termination for non-appropriations shall not prohibit the County from obtaining services in another manner which is in the best interest of the County.

5. **TYPE OF CONTRACT:** This solicitation is for a fixed price, indefinite quantity type contract for the stated items. The contract will be used as a primary source for the articles specified, and individual purchases shall be made under a blanket purchase agreement referring to this solicitation. On indefinite quantity contracts, acceptance will bind the County to pay for, at the fixed unit bid prices, only quantities ordered, delivered and accepted.
6. **QUANTITIES:** Quantities specified in the solicitation are estimates only, and are given for the information of bid evaluation. They do not indicate actual ordered quantities. Volume will depend upon requirements that develop throughout the contract period.
7. **METHOD OF ORDERING:** A blanket order may be issued to cover items needed during a specific time period.

8. **PACKING/LABELING:** All shipments shall be accompanied by a packing slip or delivery ticket which shall contain the following information:

1. Purchase Order Number
2. Company's Name
3. Name of the Article and Stock Number
4. Quantity Shipped and Back Ordered

Contractors are cautioned that failure to comply with these conditions can be considered sufficient reason for refusal to accept goods.

9. **INVOICING:** The contractor shall submit an itemized invoice upon completion of each purchase order requirement. The original and one copy of the invoices are to be mailed as per instructions on the purchase order. Payment will be made in accordance with the payment terms listed in the General Conditions. Purchase order number must appear on all invoices.

10. **EMERGENCY REQUIREMENTS:** The County reserves the right to make emergency purchases from another source should the contractor not be able to meet requirements.

11. **WARRANTIES:** Contractor warrants that (1) the supplies to be provided to the County pursuant to this agreement are fit and sufficient for the purpose intended; (2) the supplies are merchantable, of good quality, and free from defects, whether patent or latent, in material or workmanship, and (3) the supplies sold to the County pursuant to the contract conform to the standards required by the bid solicitation.

12. The contractors further warrants that the contractor has title to the supplies provided, in that the supplies are free and clear of all liens, encumbrances, and security interests. All warranties made in this agreement, together with service warranties and guarantees, shall run to the County and its successors and assigns.

13. **INSPECTION:** All supplies (which term throughout this clause includes without limitation raw materials, components, intermediate assemblies and end products) shall be subject to inspection and test by the County, to the extent practicable at all times and places including the place of manufacture, and in any event prior to acceptance.

In case any supplies or lots of supplies are defective in material or workmanship or otherwise not in conformity with the requirements of this contract, the County shall have the right to either reject them or to require their correction. Supplies or lots of supplies which have been rejected or required to be corrected shall be removed or corrected by and at the expense of the contractor promptly after notice, and shall not thereafter be tendered for acceptance until correction is made. If the contractor fails to promptly remove such supplies or lots of supplies which are required to be removed for replacement or correction, the County either (1) may replace or correct such supplies and charge to the contractor the cost occasioned the County thereby; or (2) may terminate this contract for default as provided in the default clause of the contract.

Acceptance or rejection of the supplies shall be made as promptly as practicable after delivery, except as otherwise provided in this contract; but failure to inspect and accept or reject supplies shall neither relieve the contractor from responsibility for such supplies as are not in accordance with the contract requirements nor impose liability on the County.

The inspection and test by the County of any supplies or lots thereof does not relieve the contractor from any responsibilities regarding defects or other failures to meet the contract requirements. Except as otherwise provided in this contract, acceptance shall be conclusive, except as regards latent defects, fraud, or such gross mistakes as amount to fraud.

MINIMUM SPECIFICATIONS

Oconee County is seeking sealed bids from qualified vendors to establish a term contract for officer uniforms as needed for the Sheriff's Office, Animal Control and the Detention Center per the minimum specifications contained herein. There are approximately (63) uniformed officers in the Sheriff's Office, (6) in Animal Control and (45) in the Detention Center.

Bidders should bid on all items listed. Failure to bid on all items may be cause for rejection of your bid. It is the intent of the County to award this bid to a single vendor.

Vendor shall have sufficient inventory to service an account of our size. All bidders shall make available their premises for the possibility of an onsite inspection.

PATCHES, EMBROIDERED BADGE AND CHEVRON: The bid prices for clothing shall include the cost of applying patches, embroidered badges and chevrons. Bid prices shall assume one patch will be sewn on each shoulder of the shirt or sweater. The County will purchase these patches and chevrons from the bidder. A space is provided on the bid form for bidder to provide a price for the purchase of these patches and chevrons.

See the illustrations below of patches the County currently uses. Actual colors will be selected after award of the bid.



**Note: The embroidered badge shall have each respective office name listed. The illustration reads "Detention" for informational purposes only.*

DELIVERY: All deliveries shall be made to the Law Enforcement Center, 300 South Church Street, Walhalla, SC 29691. Bid price shall include delivery to the LEC. The delivery schedule shall be within the department's normal business hours (M-F 8:30 AM – 5:00 PM).

State time required from order date to delivery date on the bid form.

State your contingency plan for rush orders on a the bid form or separate sheet (i.e., outfitting an officer who is already S.C. certified or providing Class A uniforms if needed, on short notice for law enforcement funerals).

WARRANTY: Bidder shall furnish all warranty information for clothing and workmanship. Bidder shall include an explanation of your return policy and replacement time period.

SAMPLE: If requested, bidder shall supply sample of items bid at no expense to the County. Sample items will be returned after award of the bid at bidder's expense.

STYLE SELECTION AND COLORS: The County reserves the right to choose colors and styles that meet the needs of the County.

INITIAL FITTING: The successful bidder shall provide a representative that will meet at each participating County department to measure employees for uniform fitting. During this fitting, garments are to be provided for employees to try-on to aid in determining the proper sizes and styles they wish to order. Vendor shall coordinate measurement time and date with department personnel.

NEW EMPLOYEES/TURNOVER: A representative to assist with new hire sizing shall be provided at the County department within 10 working days of notification.

OVERSIZE CHARGE: If there is an additional charge for oversize items, bidder shall list oversize and the additional cost of each oversize item on Bid Form Pg. 4.

QUANTITY: As stated on page 10, *quantities listed are estimates and given for information purposes only.* Actual quantity ordered will vary depending upon the County's need and available funds.

CATALOG, PRODUCT LITERATURE: A vendor catalog may be submitted with the bid response. Catalogs will be provided to the County departments utilizing the uniform service annually with prices listed for all available garments within the catalog. Bidder shall clearly show a percentage discount for all uniforms shown in the catalog. The percentage discount will be applied to the prices listed for cost comparisons. The County reserves the right to select any combination of the above listed styles of pants and shirts or choose from other items within the catalog provided. Bidder shall provide catalog percentage discount on Bid Form Pg.4.

Bidder may include product brochures and descriptive literature with bid submittal.

ADDITIONAL CHARGES: If there are any additional charges, not mentioned in these specifications, they shall be clearly indicated on Bid Form Pg. 4.

ACCOUNT MANAGER: Indicate who the manager for our account will be along with their contact information on the Bid Form Pg. 4.

REFERENCES & EXPERIENCE: Oconee County may make such investigations as deemed necessary to determine the ability of the bidder to perform the work and the bidder shall furnish the County all such information and data for this purpose as the County may request. Oconee County reserves the right to reject any bid if the evidence submitted by, or investigations of such bidder indicate that the bidder is not properly qualified to carry out the obligations of the Agreement and to complete the contract as set forth in the bid document. See the Reference & Experience Form provided on page 27.

- Bidder shall have a minimum of five years experience in the uniform business and shall have completed a minimum of three contracts of similar scope.
- Bidder shall provide the names, addresses, phone numbers and scope of work preformed of three clients (preferably in South Carolina) for whom the bidder has completed contracts of comparable scope of Oconee County.

Failure to list any of the above requested information on your bid reply may result in non-responsive disqualification of your bid.

GROUP A: SHERIFF'S OFFICE

Approximately (63) sixty-three Uniformed Officers

**NOTE: Item numbers below coincide with the order used on the Bid Form.*

A. TROUSER #1 (DRESS):

- i. **MEN:** Style #HS2119
 - ii. **WOMEN:** Style #HS2211
- Style:** Horace Small - Heritage "NO EXCEPTIONS"
1" Stripping in French Blue and Hemming
Color: Dark Navy

Specifications:

10 oz. PSY
16.7 oz. PLY
Elastique weave, 55% polyester/45% worsted wool
Keystone Belt Loops Sewn Into the Waistband
Brass Ratcheting Zipper and Crush-Proof Hook & Eye closure
Double-Welt
Top Stitched Hip Pockets with Triangle Bar tacks and button-Tab, Left-Pocket closure
Men's Styles with 2" Cool flex Waistband, French-Fly Tab and Crotch Lining
Women's Styles with 2" Snugtex Waistband and Side Elastic
Lintrak Permanent Creases

B. TROUSER #2 (UTILITY):

- i. **MEN:** 1060 Series
- Style:** Tru Spec 24-7 Series, Original Tactical Pants "NO EXCEPTIONS"
Color: Black, Navy, Olive Drab, Khaki
Specifications: 6.5 oz. 65/35 poly cotton rip-stop material with Teflon water repellent finish

DESCRIPTION: Pants feature comfort fit slider waistband; pretreated garment wash to prevent shrinkage and color fading; engineered dimensional fit; extra deep front pockets; 2 accessory pockets; 2 cargo pockets with Velcro closure and bellowed side gussets; 2 internal magazine compartments in both cargo pockets; reinforced knee with inside opening for knee pad; 2 cell phone/magazine pockets.

C. TROUSER #3 (ACADEMY PANT):

Style: Red Kap Utility Work Pant Style #PT62KH
Color: Khaki

DESCRIPTION: Fabric- 8.5 oz. No-iron twill. Blend- 65% Polyester/35% Cotton. Finish- Soil release. Care- Home wash. Closure- Hook & eye closure, brass ratcheting zipper. Pocket- Two slack style front pockets, two set-in welted hip pockets. Waistband- Tubular waistband with adjustment outlet. Other- Full cut, straight leg styling, darts over hip pockets, darts over hip pockets, bartacks at stress points, matches ST52 and ST62 twill shirts in all colors.

E. SHORT-SLEEVE SHIRT #1:

- i. **MEN:** Style # HS1219
 - ii. **WOMEN:** Style # HS1274
- Style:** Horace Small Deputy Deluxe – "NO EXCEPTIONS"
Color: French Blue w/ Navy Epaulets

DESCRIPTION: Fabric Blend- 65% Polyester/35% Rayon. Care - Home Wash. Closure- Break

Resistant Melamine Buttons, Metal Button Feature on All Navy Styles. Collar- Long Sleeve Banded and Short Sleeve Convertible. Creases- Silicone Permanent Creases. Cuff- Two-Button Cuff with Button-Sleeve Placket on Long Sleeve. Front- Center-Front Placket, Badge Tab with Reinforced Sling & Eyelets. Interlining- Heavy-Duty in Collar, Epaulets, Pocket Flaps and Cuffs. Other- Added Length to Sides to Help Keep Shirt Tucked, Designed to Accommodate Body Armor, Poly/Rayon Fabric is constructed from Two-Ply Yarns Giving the Fabric Superior Strength and Overall Appearance. Pocket-Pleated Pockets, Scalloped Flaps with Hook & Loop Closure. Yoke- Sateen-Lined. Patch and Chevron shall be sewn on each sleeve.

F. **SHORT-SLEEVE SHIRT #2 (ACADEMY SHIRT):**

Style: Red Kap Style #ST62KH

Color: Khaki

DESCRIPTION: Utility work shirt. Fabric- 5.5 oz. No-iron twill. Blend- 65% Polyester/35% Cotton. Finish- Soil release. Care- home wash. Closure- Seven buttons. Collar- Topstitched, lined, sewn-in stays. Pocket- Two button-thru flapped pockets. Facing- stitched-down front. Other- Double yoke back, long tail, matches PT52 twill work pant, bartacked pencil stall in left pocket.

H. **LONG-SLEEVE SHIRT #1:**

i. **MEN:** Style # HS1121

ii. **WOMEN:** Style # HS1173

Style: Horace Small Deputy Deluxe – “NO EXCEPTIONS”

Color: French Blue w/ Navy Epaulets

Specifications:

6.0 oz PSY

10 oz. PLY

Tropical weave

65% polyester, 35% rayon

DESCRIPTION: Long Sleeve Banded Collar and Short Sleeve Convertible Collar, Interlined Collar, Epaulets, Pocket Flaps and Cuffs, Two-Button Cuff with Button-Sleeve Placket on Long Sleeve, Center-Front Placket with Break-Resistant Buttons, Badge Tab with Reinforced Sling and Eyelets, Added Length to Sides to Keep Shirt Tucked, Designed to Accommodate Body Armor, Lintrak Permanent Creases, Poly/Rayon Fabric is Constructed from Two-Ply Yarns Giving the Fabric Superior Strength and Overall Appearance. Patch and Chevron shall be sewn on each sleeve.

I. **LONG-SLEEVE SHIRT #2 (ACADEMY SHIRT):**

Style: Red Kap Style #ST52KH

Color: Khaki

DESCRIPTION: Utility work shirt. Fabric- 5.5 oz. No-iron twill. Blend- 65% Polyester/35% Cotton. Finish- Soil release. Care- home wash. Closure- Seven buttons. Collar- Topstitched, lined, sewn-in stays. Pocket- Two button-thru flapped pockets. Facing- stitched-down front. Other- Double yoke back, long tail, matches PT52 twill work pant, bartacked pencil stall in left pocket.

K. **SWEATER #1:**

Style: PSC 2030 – “NO EXCEPTIONS”

Color: Dark Navy

Specifications: 30% polyester, 33% wool, 37% acrylic shell with 100% polyester micro-fleece lining

DESCRIPTION: V-neck, fleeced lined “commando” with badge tab, nameplate and epaulets. Patch shall be sewn on each sleeve.

M. **POLO #1:**

Style: 5.11 Professional
Short Sleeve: Style #41060
a. **Long Sleeve:** Style #42056
Color: Black, Navy, Khaki, Gray, Red

DESCRIPTION: 100% cotton pique knit that doesn't shrink, wrinkle or fade as well as a no-roll collar. With Embroidered Star Badge on Left Chest.

N. **POLO #2:**

Style: Cornerstone
a. **Short Sleeve:** Style #CS412 (Men's) & Style #CS413 (Women's)
b. **Long Sleeve:** Style #CS410L
Color: White, Tan, Red, Dark Navy, Dark Green, Maroon, Black

DESCRIPTION: 6.6 oz. snag-proof polyester; double-needle stitching; tag-free label; flat knit collar; side vents; moisture wicking. With Embroidered Star Badge on Left Chest.

O. **JACKET #1:**

Style: 5473-75 Propper Defender Halo Jacket II "NO EXCEPTIONS"
Color: Black
Embroidery: None

DESCRIPTION: Propper exclusive external "HALT" barrier keeps you warm and dry; meets ANSI 107-2004 Class 3 certification for high visibility; external DWR (durable water repellent) coating to wick moisture away; factory sealed seams block out wind and water; three-slot shoulder epaulets provide convenient accessory attachment points; Propper exclusive Peripheral Vision Hood System (PVHS) increases visibility; two zippered pockets are tilted for ease of use; Hi-Vis side features two microphone tabs for easy attachment and use; durable front zipper will withstand repeated use; sturdy badge tab holds all standard badges; "Action-fit" sleeve design increases the wearers range of motion; durable elastic sleeve cuffs prevent wind and rain from entering the jacket; convenient side access zippers allow access to duty belt and accessories

R. **RAIN PANT:**

100% NYLON. Shall be a waterproof pull-over trouser having a full elastic waistband with side adjustment tabs and inside draw cord, elastic cuffs with adjustment tabs, and leg sippers. Shall be fully lined with breathable taffeta for comfort. All exposed seams shall be PVC sealed.

Waistband: Shall have elastic 1-1/2" in width around the entire circumference of the waist, clean finished on the inside of the trouser so that no raw edges are exposed, and topstitched 1 1/2" below the top of the waistband. On the inside of the waistband, inserted through buttonholes at the front of the trouser, shall be a 100% nylon non-stretch draw cord. On the outside of the waistband, approximately 65" behind each side seam when the waistband is fully extended shall be an adjustment tab 6" in length and 1" wide. The tab shall be threaded through a delrin square loop with 1" opening attached at the sides seam, and folded back upon itself, fastening with pieces of hook and loop Velcro 2" long and 3/4" wide.

Cuff: Shall have elastic 1" in width around the entire circumference of the cuff, clean finished on the inside of the trouser so that no raw edges are exposed, and top stitched 1" above the bottom of the cuff. ON the outside of each cuff, approximately 1 3/4" forward of the side seam zipper opening shall be a pointed adjustment tab 3" long and 1" wide with a 24 ligne female snap approximately 3/4" from the pointed end. To the rear of the side seam zipper opening shall be two male snaps set 2" apart when the cuff is fully extended. The first snap shall be 1" to the rear of the side seam zipper opening. The adjustment tab and snaps shall be centered on the cuff elastic.

Leg Zippers: At the bottom of each side seam shall be a covered #5YKK vislon zipper 12” in length.

Seams and Stitching: Shall be topstitched and bar tacked at all points of stress. The side seam, inseam, seat seam, and front seam shall be topstitched 1/16” front the edge for extra strength. The side and leg tabs shall be topstitched ¼” from the edge. All seams are to be clean finished with no raw edges.

S. **TRAFFIC VEST:**

Style: ANSI/ISEA 207-2006 Certified Class 2 Vest

Printing:

- “OCSO” printed on right front
- “SHERIFF” printed on left vertical
- “SHERIFF” printed on back horizontal

DESCRIPTION: ANSI-Certified polyester mesh (3.3 oz) fluorescent with zipper closure; 2” Level 2 ANSI-Certified 3M™ Scotchlite™ tape.

T. **DICKIE:**

Style: Elbeco #8930

Color: Black

OCSO to be embroidered on collar in gold letters.

Specifications:

- 63% Nylon
- 23% Micro Poly
- 14% Spandex

DESCRIPTION: Mock turtleneck. 4 stretch with X-eeede moisture control, Anti-microbial technology, 6.5 oz. per square.

U. **MOCK NECK T-SHIRT:**

Color: Black

OCSO to be embroidered on collar in gold letters.

DESCRIPTION: Mock neck t-shirt with short sleeves

V. **BALL CAP:**

Color: Navy

Embroidery: Sheriff’s badge on cap.

Specifications: Cotton Twill

DESCRIPTION: Flex fit hat. Constructed of 98% brushed cotton twill, 2% Lycra Spandex. Elastic headband and closed back with an adjustable tap (looks like a fitted cap). Eight rows of stitching on visor. Fused buckram structured crown. Six sewn eyelets, one on each of six panels. Silver under visor.

W. **HAT:**

Style: Straton B, Style #S40DB

Color: Blue, gold hat cord and three (3) piece Kentucky style hat strap

DESCRIPTION: Trooper Style hat, summer straw construction. Round and Oval

X. **GLOVES:**

Style: HWI, Style #DLD100

Color: Black

DESCRIPTION: DuPont KEVLAR. Constructed of goatskin leather with a water and fade resistant treatment. 100% KEVLAR knit liners for moderate cut resistance. Wrist-length elasticized cuffs.

Y. **BELT #1:**

Inner-Trouser Velcro belt 1 ½” wide basket weave 10-12 oz.

Z. **BELT #2:**

Leather Trouser belt 1 ¾” wide basket weave 10-12 oz.

CC. **CHEVRON:** “Sheriff” - As specified on page 12

DD. **PATCHES:**

i. “Sheriff” - As specified on page 12

GROUP B: ANIMAL CONTROL

Approximately (6) six Uniformed Officers

B. **TROUSER #2 (UTILITY):**

- i. **MEN:** 1060 Series
Same as Sheriff's Office **EXCEPT** color shall be O.D. Green

E. **SHORT-SLEEVE SHIRT #1:**

- i. **MEN:** Style # HS1219
- ii. **WOMEN:** Style # HS1274
Same as Sheriff's Office **EXCEPT:**
 - Color: Khaki w/ Khaki Epaulets
 - Patch shall be sewn on each sleeve

H. **LONG-SLEEVE SHIRT #1:**

- i. **MEN:** Style # HS1121
- ii. **WOMEN:** Style # HS1173
Same as Sheriff's Office **EXCEPT:**
 - Color: Khaki w/ Khaki Epaulets
 - Patch shall be sewn on each sleeve

M. **POLO #1:** Same as Sheriff's Office **EXCEPT** embroidered badge shall be Animal Control and color shall be Khaki.

P-1 **JACKET #3:**

Style: Hartwell #3660 "NO EXCEPTIONS"

Color: Black

Specifications: Lightweight Three Season

Embroidery: Front: "ANIMAL CONTROL" to be embroidered on right chest and Animal Control badge embroidered on left chest, in Gold.

Shell: 3.23 oz. 228t Nylon Taslan

Lining: 8.91 oz. Pill resistant polyester fleece

Sleeve Lining: 8.26 oz. 210t nylon taffeta with quilt

DESCRIPTION: Heavy nylon full-zip front with inside storm flap. Fleece lined. Zip through tunnel collar. Front zipper pockets. Inside chest pocket with Velcro closure. Contrasting rib knit nylon cuffs and waistband. Raglan sleeves. Water repellent.

Shell: 100% nylon

Lining: Fleece

Q. **RAIN PARKA:**

Style: Neese #523AJ "NO EXCEPTIONS"

Color: Black

Specifications: Waterproof, breathable 523AJ Storm Tec, Breathable, Sewn Seams

Embroidery:

Front: "ANIMAL CONTROL" to be embroidered on right chest and "ANIMAL CONTROL" badge embroidered on left chest, in Gold.

DESCRIPTION: Lining-Black taffeta. Hood-Tuckaway, barrel lock on drawstring, lined. Front-Zipper front (no snaps) with hidden Velcro tabs (5), Storm flap. Pockets-2 Patch pockets with Velcro closure, double entry. Options-Drawstring in sweep with barrel locks. Sleeves-1/2 elastic and take up tabs.

V. **BALL CAP:**

Same as Sheriff's Office **EXCEPT:**

- Color: O.D. Green
- Embroidered Animal Control badge on cap

Y. **BELT #1:** Inner-Trouser Velcro belt 1 1/2" wide basket weave 10 – 12 oz.

DD. **PATCHES:**

- ii. "Animal Control" - As specified on page 12

GROUP C: DETENTION CENTER

Approximately (45) forty-five Uniformed Officers

B. TROUSER #2 (UTILITY):

- i. **MEN:** 1060 Series
Same as Sheriff's Office **EXCEPT** color shall be Dark Navy

D. TROUSER #4 (DRESS):

- i. **MEN:** Style #HS2516
- ii. **WOMEN:** Style #HS2517
Style: Horace Small New Dimension– “NO EXCEPTIONS”
Color: Dark Navy
Specifications: 65% polyester, 35% cotton

DESCRIPTION: Brass ratcheting zipper and crush proof hook & loop, quarter top bottom reinforced front pockets, double welt topstitched hip pockets with triangle bartacks and button-tab on left pocket, double entry cargo pockets, 2” snugtex waistband with BanRol technology and slider mechanism for stretch.

G. SHORT-SLEEVE SHIRT #3:

- i. **MEN:** Style # HS1220
- ii. **WOMEN:** Style # HS1275
Style: Horace Small Deputy Deluxe – “NO EXCEPTIONS”
Color: Gray w/ Gray Epaulets
Specifications: 65% polyester, 35% rayon

Description: Break-resistant melamine buttons, metal button feature, convertible collar, heavy-duty interlining in collar, epaulets, pocket flaps, pleated pockets, scalloped flaps with hook & loop closure, added length to shirt to help keep tucked. Detention patch shall be sewn on each sleeve.

J. LONG-SLEEVE SHIRT #3:

- i. **MEN:** Style # HS1122
- ii. **WOMEN:** Style # HS1174
Style: Horace Small Deputy Deluxe – “NO EXCEPTIONS”
Color: Gray w/ Gray Epaulets
Specifications: 65% Dacron Polyester/35% Rayon

DESCRIPTION: Permanent press, Tropical weave, Five (5) Lintrak permanent creases (three (3) back, two (2) front), bar tacked sleeve hem, convertible collar, fully lined. Pleated pockets with lined, scalloped, three (3) pt. Pocket flaps and concealed Velcro closures on pockets and flaps. Pencil division in left pocket. Sateen lined yoke. Reinforced sling badge tab. Long sleeve shirts with two button cuffs and one button on sleeve. Detention patch shall be sewn on each sleeve.

K. SWEATER #1:

Same as Sheriff's Office **EXCEPT** embroidered patch shall be Detention.

L. SWEATER #2:

- Style:** Unisex Jersey V-Neck Commando Sweater, SAI #5945 – “NO EXCEPTIONS”
- Color:** Dark Navy
- Specifications:** 70% acrylic, 30% wool

DESCRIPTION: Pill resistant, twill epaulets, shoulder and elbow patches, elasticized rib-trim cuffs and

waist. Permanent shoulder straps with Velcro attachments, badge tab and nameplate. Patch shall be sewn on each sleeve.

M. **POLO #1:** Same as Sheriff's Office **EXCEPT** embroidered badge shall be Detention (Color: Heather Gray).

P. **JACKET #2:**

Style: #8921, Ultra Club "NO EXCEPTIONS"

Color: Black

Specifications: Lightweight Three Season

Embroidery:

Front: "DETENTION" to be embroidered on right chest and Detention badge embroidered on left chest, in Gold.

Shell: 100% nylon

Lining: Fleece

DESCRIPTION: Water and wind-resistant, nylon zipper with storm flap, elastic cuffs with self-adhesive collar stays, underarm gussets, nylon-lined sleeves, two inside pockets, embroidery access zipper on inside left chest.

Q. **RAIN PARKA:**

Same as Animal Control **EXCEPT** embroidered badge shall be Detention with Detention embroidered on right chest and back.

T. **DICKIE:**

Same as Sheriff's Office **EXCEPT** "OCDC" embroidered on collar in gold letters.

AA. **BELT #3:**

Bianchi Accumold nylon liner belt, 1 ½" wide, with hook & loop closure – Style #17707 – "NO EXCEPTIONS"

BB. **BELT #4:**

Gould & Goodrich or equal leather trouser belt 1 ¾" wide plain design.

DD. **PATCHES:**

iii. "Detention" - As specified on page 12

COUNTY OF OCONEE
Procurement Office, 415 S. Pine Street, Walhalla, SC 29691
Ph: (864) 638-4141 / Fax: (864) 638-4142

BID FORM – Pg. 1

BID NUMBER: 15-22

DATE: April 25, 2016

OPENING DATE AND TIME: May 26, 2016, by 2:00pm EST

OPENING LOCATION: Oconee County Procurement Office
County Administrative Building, Room 100
415 S. Pine Street, Walhalla, SC 29691

PROCUREMENT OF: Officer Uniforms for Sheriff, Animal Control & Detention

BASE BID TOTAL: \$ _____

SALES TAX (SC 6%): \$ _____

GRAND TOTAL: \$ _____
(Grand Total From Bid Form Pg. 3)

COMPANY NAME: _____

SIGNATURE: _____ **Job Title:** _____

Print Name: _____ **Date:** _____

By signing this Bid Form, the Bidder acknowledges that he/she has read this document and understands the provisions, agrees to be bound by its terms and conditions, will adhere to scheduling requirements stated herein and is capable of providing all required services necessary for this project.

ALL DEPTS - BID FORM – Pg 2

| ITEM # | EST. QTY | DESCRIPTION | UNIT PRICE | EXTENDED PRICE | PRODUCT/STYLE # |
|--------|--|---|------------|----------------|-----------------|
| A | TROUSER #1 (SHERIFF/ANIMAL CONTROL DRESS): Horace Small Heritage | | | | |
| i | 125 | HS2119 - Men | | | |
| ii | 15 | HS2211 - Women | | | |
| B | TROUSER #2 (SHERIFF/ANIMAL CONTROL/DETENTION UTILITY): Tru Spec | | | | |
| i | 153 | 1060 Series - Men | | | |
| ii | 8 | 1060 Series - Women | | | |
| C | TROUSER #3 (ACADEMY): Utility Work Pant | | | | |
| | 5 | Red Kap PT62KH | | | |
| D | TROUSER #4 (DETENTION DRESS): Horace Small New Dimension | | | | |
| i | 50 | HS2516 - Men | | | |
| ii | 40 | HS2517 - Women | | | |
| E | SHORT SLEEVE SHIRT #1 (SHERIFF/ANIMAL CONTROL DRESS): Horace Small Deputy Deluxe | | | | |
| i | 119 | HS1219 - Men | | | |
| ii | 10 | HS1274 - Women | | | |
| F | SHORT SLEEVE SHIRT #2 (ACADEMY): | | | | |
| | 5 | Red Kap ST62KH | | | |
| G | SHORT SLEEVE SHIRT #3 (DETENTION DRESS): Horace Small Deputy Deluxe | | | | |
| i | 50 | HS1220 - Men | | | |
| ii | 40 | HS1275 - Women | | | |
| H | LONG SLEEVE SHIRT#1 (SHERIFF/ANIMAL CONTROL DRESS): Horace Small Deputy Deluxe | | | | |
| i | 89 | HS1121 - Men | | | |
| ii | 10 | HS1173 - Women | | | |
| I | LONG SLEEVE SHIRT #2 (ACADEMY): | | | | |
| | 5 | Red Kap ST52KH | | | |
| J | LONG SLEEVE SHIRT #3: (DETENTION DRESS) Horace Small Deputy Deluxe | | | | |
| i | 50 | HS1122 - Men | | | |
| ii | 40 | HS1174 - Women | | | |
| K | SWEATER #1 (SHERIFF/DETENTION) | | | | |
| | 55 | PSC 2030 | | | |
| L | SWEATER #2 (DETENTION) | | | | |
| | 45 | SAI 5945 | | | |
| M | POLO #1: (SHERIFF/ANIMAL CONTROL/DETENTION) 5.11 Professional | | | | |
| i | 250 | Short sleeve - 41060 | | | |
| ii | 155 | Long sleeve - 42056 | | | |
| N | POLO #2 (SHERIFF) Cornerstone | | | | |
| i | 40 | Short sleeve – CS412 (Men’s) CS413 (Women’s) | | | |
| ii | 20 | Long Sleeve – CS410L | | | |

ALL DEPTS - BID FORM - Pg. 3

| ITEM # | EST. QTY | DESCRIPTION | UNIT PRICE | EXTENDED PRICE | PRODUCT/STYLE # |
|---|--|--|-------------------|-----------------------|------------------------|
| O | JACKET #1 (SHERIFF) Propper Defender Halo Jacket II | | | | |
| | 10 | 5473-75 | | | |
| P | JACKET #2 (DETENTION) Ultra Club | | | | |
| | 30 | Style #8921 | | | |
| P-1 | JACKET # 3 (ANIMAL CONTROL) Hartwell | | | | |
| | 6 | Style # 3660 | | | |
| Q | RAIN PARKA (ANIMAL CONTROL/DETENTION) Neese | | | | |
| | 36 | Style #523AJ | | | |
| R | 10 | RAIN PANT | | | |
| S | 20 | Traffic Vest | | | |
| T | 25 | Dickie | | | |
| U | 25 | Mock Neck T-Shirt (short sleeve) | | | |
| V | 47 | Ball Cap | | | |
| W | 10 | Hat (Straton) | | | |
| X | 60 | Duty Gloves | | | |
| Y | 42 | Belt #1: Inner Trouser Velcro 1½" wide basket weave | | | |
| Z | 30 | Belt #2: Leather Trouser 1¾" wide basket weave | | | |
| AA | 45 | Belt #3: Nylon liner belt, 1½" wide, hook and loop closure (Bianchi) | | | |
| BB | 20 | Belt #4: Leather Trouser 1¾" wide plain design | | | |
| CC | 175 | Chevrons | | | |
| DD | PATCHES: | | | | |
| i | 325 | "Sheriff" | | | |
| ii | 180 | "Animal Control" | | | |
| iii | 350 | "Detention" | | | |
| Subtotal | | | | | |
| SC Sales Tax (6%) | | | | | |
| GRAND TOTAL for Sheriff's Office | | | | | |

BID FORM – Pg. 4

Account manager's name: _____

Phone #: _____ Fax #: _____

Mobile #: _____

E-mail: _____

A. Replacement time required after notification: _____

B. State delivery time after receipt of order: _____

C. Percentage discount applicable on items purchased from bidder's catalog (if available): _____

THE FOLLOWING ITEMS MAY BE PROVIDED IN THIS SPACE OR ON A SEPARATE SHEET:

1. Oversize charges (if any):

2. Additional fees/charges not listed herein (if any):

3. Warranty:

4. Return Policy:

5. Contingency plan for rush orders:

REFERENCE & EXPERIENCE FORM

COMPANY NAME _____

REPRESENTATIVE NAME _____ TITLE _____

ADDRESS _____

CITY _____ ST _____ ZIP _____

PHONE _____ FAX _____

E-MAIL _____

Number of years experience Bidder has providing products/services as per specifications. _____

INSTRUCTIONS:

A. **EXPERIENCE:** Bidders should attach a comprehensive list of completed contracts of similar scope (minimum three).

B. **REFERENCES:** List three references below for similar jobs completed.

1) Government/Company Name _____

Address _____

Contact Person and Title _____

Phone _____ Email _____

Contract Period(s) _____

Scope of Work & Location _____

2) Government/Company Name _____

Address _____

Contact Person and Title _____

Phone _____ Email _____

Contract Period(s) _____

Scope of Work & Location _____

3) Government/Company Name _____

Address _____

Contact Person and Title _____

Phone _____ Email _____

Contract Period(s) _____

Scope of Work & Location _____

Information of Person who prepared this form:

Printed Name/Title

Signature/Date

CERTIFICATE OF FAMILIARITY AND NON-COLLUSION

The undersigned, having fully familiarized himself with the information contained within this entire solicitation and applicable amendments, submits the attached bid and other applicable information to the County, which I verify to be true and correct to the best of my knowledge. I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm or person submitting a bid for the same materials, supplies or equipment, and is in all respects, fair and without collusion or fraud. I agree to abide by all conditions of this bid and certify that I am authorized to sign this bid. I further certify that this bid is good for a period of sixty (60) days, unless otherwise stated.

Company Name (as registered with the IRS)

Authorized Signature

Correspondence Address

Printed Name

City, State, Zip

Title

Date

Phone #

Fax #

E-mail Address

Mobile Phone #

S. C. CONTRACTOR'S LICENSE #

Remittance Address

City, State, Zip

Phone #

Toll-Free Phone #, if available

Federal Tax ID Number

SC Sales and Use Tax Number



STATE OF SOUTH CAROLINA
 DEPARTMENT OF REVENUE
**NONRESIDENT TAXPAYER
 REGISTRATION AFFIDAVIT
 INCOME TAX WITHHOLDING**

I-312
 (Rev. 7/25/06)
 3323

Mail to: The company or individual you are contracting with.

The undersigned nonresident taxpayer on oath, being first duly sworn, hereby certifies as follows:

1. Name of Nonresident Taxpayer: _____
2. Trade Name, if applicable (Doing Business As):

3. Mailing Address: _____
4. Federal Identification Number: _____
5. _____ Hiring or Contracting with:
 Name: _____
 Address: _____
- _____ Receiving Rentals or Royalties From:
 Name: _____
 Address: _____
- _____ Beneficiary of Trusts and Estates:
 Name: _____
 Address: _____

6. I hereby certify that the above named nonresident taxpayer is currently registered with (check the appropriate box):
 The South Carolina Secretary of State or
 The South Carolina Department of Revenue
 Date of Registration: _____

7. I understand that by this registration, the above named nonresident taxpayer has agreed to be subject to the jurisdiction of the South Carolina Department of Revenue and the courts of South Carolina to determine its South Carolina tax liability, including estimated taxes, together with any related interest and penalties.

8. I understand the South Carolina Department of Revenue may revoke the withholding exemption granted under Code Sections 12-8-640 (rentals), 12-8-550 (temporarily doing business or professional services in South Carolina), and 12-8-670 (distributions to nonresident beneficiary by trusts or estates) at any time it determines that the above named nonresident taxpayer is not cooperating with the Department in the determination of its correct South Carolina tax liability.

The undersigned understands that any false statement contained herein could be punished by fine, imprisonment or both.

Recognizing that I am subject to the criminal penalties under Code Section 12-54-44 (B) (6) (a) (i), I declare that I have examined this affidavit and to the best of my knowledge and belief, it is true, correct and complete.

 Signature of Nonresident Taxpayer (Owner, Partner or Corporate Officer, when relevant) (Sign) _____ Date _____

If Corporate officer state title: _____

 (Name - Please Print)

33231010

BIDDER'S QUESTION SUBMITTAL FORM

**FOR QUESTIONS RELATED TO BID # 15-22
Officer Uniforms for Sheriff, Animal Control and Detention**

Deadline for submitting a question is May 11, 2016 by 2:00pm EST

If possible, please submit your questions via e-mail to the buyer assigned to this bid. Buyer's contact information is listed below.

**Name: Robyn Courtright
Title: Procurement Director
E-mail: rcourtright@oconeesc.com
Phone: 864-364-5298**

If you do not have access to e-mail, you may use the form below to fax questions to (864) 638-4142.

Company Name: _____ Date: _____

Address: _____

Contact Person: _____

Phone #: (____) _____ Fax #: (____) _____

(PLEASE REFER TO PAGE AND PARAGRAPH NUMBER FROM THE BID, WHEREVER POSSIBLE)

BID SUBMITTAL CHECKLIST

The following items shall be returned with your bid proposal:

- BID FORM – Pages 1 – 2 – 3 – 4 (pages 23-26)
- REFERENCES (form on page 27) & EXPERIENCE (Separate List)
- CERTIFICATE OF FAMILIARITY & NON-COLLUSION (page 28)
- NON-RESIDENT TAXPAYER REGISTRATION AFFIDAVIT (page 29)
(This form is required if Bidder's main office is located outside of South Carolina)

**ANY DEVIATIONS FROM REQUIRED SPECIFICATIONS SHOULD BE EXPLAINED
AND INCLUDED WITH YOUR BID.**

SAMPLES & ADDITIONAL LITERATURE:

- Catalog (see pg. 13 for details)

The purpose of the Bid Submittal Checklist is to remind bidders of general documents required with your bid submittal. It is the bidder's responsibility to include any additional documents requested in the bid that may not be listed on this checklist.